

**UNAPPROVED MINUTES
CITY OF MILPITAS
PARKS, RECREATION AND CULTURAL RESOURCES COMMISSION**

Minutes: Regular Meeting of the Parks, Recreation and Cultural Resources Commission
Date of Meeting: May 3, 2004
Place of Meeting: Milpitas City Hall Committee Room, 455 E. Calaveras Blvd.

I. Call to Order Chairperson Munzel called the meeting to order at 7:00 PM

II. Flag Salute The Chair led the Commission in the Pledge of Allegiance

III. Roll Commissioners Present: Gray, Krommenhock, Ku, McGuire, and Munzel

Commissioners Absent: Commissioner Gill, Leonard, MacKenzie, and Tuason

City Staff Present: Greg Armendariz, Community Services Project Manager;
Steve Erickson, Associate Civil Engineer; Bonnie Greiner, Recreation Services
Manager; Jennifer Tagalog, Recording Secretary;

City Council Liaison Present: Council Member Polanski

IV. Alternates Alternate Gray was seated.

V. Agenda MOTION to approve the agenda for May 3, 2004, as submitted.
M/S: McGuire, Ku
Ayes: (5) Gray, Krommenhock, Ku, McGuire, Munzel
Absent: (3) Gill, MacKenzie, Tuason

VI. Minutes MOTION to approve the minutes from the April 5, 2004, meeting as submitted.
M/S: McGuire, Krommenhock
Ayes: All Ayes
Absent: (3) Gill, MacKenzie, Tuason

VII. Citizen's Forum None.

VIII. Announcements/Correspondence

Commissioner Krommenhock reported that CAPBM (California Association of Commissioners and Board Members) will have mid-year meeting on May 22nd and 23rd at the Cupertino Senior Center if any Commissioners were interested in attending.

Bonnie Greiner, Recreation Services Manager, provided an update on the following items:

- This week was the closing weekend for Rainbow Theatre's performance of Annie, Jr. Tickets were still available for purchase at the Community Center.
- Global Village was held on May 1, 2004, at the Sports Center Football Field. The event was very successful with over 2,000 attending.
- The Summer Activity Guide was distributed to Milpitas Residents in the Milpitas Post on April 29th. Resident Registration will be held on Saturday, May 8th from 8 a.m. – 12 p.m.

Bonnie Greiner, Recreation Services Manager, also distributed a handout on an upcoming Plant a Flower Program at Selwyn Park.

IX. New Business

1. Potential Change to PRCRC Commission By-laws (Bonnie Greiner, Recreation Services Manager)

It had been suggested that the Commission review their existing by-laws and review section 6. Meetings and discuss the possibility of meeting bi-monthly (January, March, May, July, September, November). Included in the Commission's packet was a copy of the current by-laws.

Chairperson Munzel requested that this item be tabled until the June 5, 2004, PRCRC meeting, as there were several Commissioners who were not present at the meeting.

Commissioner McGuire felt there were enough significant agenda items for the Commission to meet on a monthly basis.

MOTION to table this item until the June 5, 2004, PRCRC meeting.

M/S: Krommenhock, Ku

All Ayes

Absent: (3) Gill, MacKenzie, Tuason

2. Automotive and Pedestrian Circulation Plan at the Sports Center (Steve Erickson, Associate Civil Engineer and Greg Armendariz, Community Services Project Manager)

Staff has developed a conceptual plan for improving automotive and pedestrian circulation at the Sports Center. This new plan has been favorably reviewed by City staff and the Milpitas Unified School District staff, including Superintendent Dr. Karl Black. Staff will present this plan for review to the Parks, Recreation, and Cultural Resources Commission, Milpitas Unified School District School Board, and to the City Council for final approval.

Steve Erickson, Associate Civil Engineer and Greg Armendariz, Community Services Project Manager, provided a detailed power point presentation of the Sports Center Master Plan providing a conceptual layout plan. The following areas were reviewed:

Circulation Needs

- Better Vehicular Access
 - a) New East intersection at Carnegie Drive
 - b) Improved West Entrance (moved easterly)
 - c) Several Emergency Vehicle Routes
 - d) Separation of vehicles and pedestrians
 - e) Projected raised cross-walks
 - f) Vehicle and bus drops-offs & turn-arounds

Chairperson Munzel suggested that the drop off point provide overhead coverage for those who may dropped off at the Sports Center for fitness activities on rainy days.

Bonnie Greiner, Recreation Services Manager, explained that track would be removed due space needed for the soccer and football field and to small number of individuals who currently use a track, however, new walking trails with mileage markers would be implemented in its place around the Sports Center Complex and Cardoza Park. Those who wish, could use the new track at Milpitas High School, for running and track meets.

Safer Pedestrian Access

- a) Protected walks leading through parking
 - b) Pedestrian lighting and bollard lights
 - c) Access control gates
 - d) Eliminating the need to walk behind cars
 - e) Distance markers for runners/walkers
 - f) Tree shading along walks
 - g) Bollards instead of curbs at pedestrian access
- Beautification of Calaveras Streetscape
 - a) Landscape buffer along Calaveras Blvd.
 - b) Planting & decorative lighting
 - c) Unified attractive signage
 - d) Plaza at Sports Center Entrance
 - e) Attractive walks

Future Recreation Improvements

- Football & Soccer Field with bleachers which could double as entertainment/event venue
- Tennis Center with Stadium Court
 - a) Tennis Pro Shop
- Adjusted Softball fields doubles as soccer
- Volleyball, Basketball, Bocci at Cardoza

Chairperson Munzel felt an event light for both intersections at Carnegie would be an excellent spot for a left turn.

Commissioner Gray asked the time-line schedule for the above projects. Greg Armendariz, Community Services Project Manager, explained that the proposal for the exit onto Park Victoria has a very aggressive schedule and should be completed by July 4, 2004. He also indicated that the goal was to solve the traffic and pedestrian circulation prior to phasing in the other recreational activities. Staff will also meet with Milpitas Unified School District and City Council in the few months to get additional feedback before proceeding with the phased project. The facility would remain usable throughout the entire project with minimal inconveniences for users.

Councilmember Polanski thanked staff for all their hard work on this project.

MOTION to recommend approval of the plan as submitted and forward recommendation to the City Council for final approval.

M/S: Krommenhock, McGuire

All Ayes

Absent: (3) Gill, MacKenzie, Tuason

XI. Staff Reports

Bonnie Greiner, Recreation Services Manager, invited Commissioners to attend the upcoming, Circus Chimera, which will be held May 14 – 16, 2004, at the Milpitas Sports Center with big top seating for 1,600. She indicated that she attended the event in San Jose and it was very worthwhile.

XII. Liaison Reports

1. City Council

Council member Polanski reported on the following City Council items:

- City Newsletter which was approved by City Council will be mailed to all Milpitas starting in July, 2004, to increase communication with residents. The newsletter will be distributed four times a year to inform residents of items such as water quality, Dog Park, Street Sweeping, Odor Hot-line, upcoming events/programs, contact numbers, etc. The publication will have no political materials or advertising in them.
- Milpitas Rotary Carnival will be held at McCarthy Ranch, May 13-16, 2004, for those interested in attending.
- City awarded \$711,000 in Community Development Block Grants.
- Approved BFI Street Sweeping Proposal which will save the city over \$225,000 over the next three years.
- PRCRC Work Plan was approved at the last City Council meeting.
- Reviewed Capital Improvement Program.
- Approved 3 engineering positions to assist with heavy workload in the Capital Improvement Program (i.e. Midtown Plan, Library, and Senior Center) and a Principal Transportation Planner.
- The Council will be discussing the Town Center appeal at the next City Council meeting, for those interested in providing feedback to the City Council.

2. Community Advisory Commission (CAC)

Commissioner Ku gave an update on the Ethics Workshops. He also reported the CAC was working on proposing to change the Mayors term limit from 2 to 4 years and that a public hearing on this item was scheduled for the April 7, 2004, CAC meeting.

3. Senior Advisory Commission (SAC)

None.

4. Planning Commission

None.

5. Youth Advisory Commission (YAC)

None.

6. Milpitas Historical Society

Commissioner McGuire reported that his wife met with the Historical Society to get additional photos and information for the rotating City Hall display.

7. Arts Commission

Commissioner Krommenhock reported that that Arts Commission was discussing the percent for public art and the Phantom Art Gallery Program.

8. Alviso Adobe Sub-committee (Commissioner Gill, McGuire, Munzel)

None.

XIII. Future Agenda Items

June – Community Garden and Alviso Adobe Tour

XIV. Adjournment

There being no further business, the Chair adjourned the meeting at 7:53 PM to the next scheduled meeting on June 5, 2004, at the Milpitas Community Center, Conference Room 7/8, at 9:00 a.m.